

# Williamsburg Police Department

## Request for House Check

Please complete and return to the Williamsburg Police Department between  
8:00 a.m. & 4:30 p.m. Monday – Friday  
or Mail

Office of the Chief of Police  
425 Armistead Avenue  
Williamsburg, Virginia 23185

Request Date \_\_\_\_\_

Depart Date \_\_\_\_\_

Return Date \_\_\_\_\_

Name:

Address:

Phone:

Destination:

Phone:

In case of an emergency, do you wish to be contacted:

Yes ☐

No ☐

Probable Route of Trip:

\_\_\_\_\_

Have the keys been left with anyone?

Yes ☐

No ☐

If so, give name, address, and phone number of the key holder.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Names of anyone having access to the premises:

\_\_\_\_\_  
\_\_\_\_\_

Are the premises alarmed?

Yes ☐

No ☐

If so, name and phone of alarm company:

\_\_\_\_\_

Are there any lights left on? If so, where?

\_\_\_\_\_

Are any vehicles left on the premises? If so, license #

\_\_\_\_\_

Additional information:

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

House Checks will be provided for a maximum of 30 days

**House checks are a service provided with pleasure by your Police Department.  
PLEASE CALL 220-2331 UPON YOUR RETURN**

REV 07/2009

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[illegible]

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